

# Olmstead Subcabinet Specialty Committee Charter

<b>Specialty Committee Name:</b> Abuse and Neglect Prevention Plan Specialty Committee	<b>Date:</b> October 24, 2016
<b>Date Approved by Subcabinet:</b> TBD	
<b>Specialty Committee Chair:</b> TBD	
<b>Specialty Committee Members</b> <i>(including agency or organization, if applicable):</i>  TBD	
<b>OIO Staff</b> <i>(lead OIO staff, if applicable):</i> TBD	
<b>Specialty Committee Purpose / Objective:</b>  The Specialty Committee will oversee the implementation of the Abuse and Neglect Prevention Plan as approved by the Olmstead Subcabinet on September 28, 2016. This will include recommendations to the Subcabinet for baselines and annual measurable goals and the provision of cost projections for key elements of the Plan.  The Subcabinet and the participating agencies maintain the responsibility for administering the implementation of the elements of the Plan.	
<b>Relationship to Olmstead Plan</b> <i>(include applicable measurable goals, strategies, workplan action items, etc.):</i>  The June 1, 2016 Olmstead Plan included the following goal on page 100:  <b>Preventing Abuse and Neglect Goal One: By September 30, 2016, the Olmstead Subcabinet will approve a comprehensive abuse and neglect prevention plan, designed to educate people with disabilities and their families and guardians, all mandated reporters, and the general public on how to identify, report and prevent abuse of people with disabilities, and which includes at least the following elements:</b>  <ul style="list-style-type: none"> <li>• A comprehensive information and training program on the use of the Minnesota Adult Abuse Reporting Center (MAARC).</li> <li>• Recommendations regarding the feasibility and estimated cost of a major “Stop Abuse” campaign, including an element for teaching people with disabilities their rights and how to identify if they are being abused.</li> <li>• Recommendations regarding the feasibility and cost of creating a system for reporting abuse of children which is similar to MAARC.</li> <li>• Utilizing existing data collected by MDE, DHS, and MDH on maltreatment, complete an analysis by type, type of disability and other demographic factors such as age and gender on at least an annual basis. Based upon this analysis, agencies will develop informational materials for public awareness campaigns and mitigation strategies targeting prevention activities.</li> <li>• A timetable for the implementation of each element of the abuse prevention plan.</li> <li>• Recommendations for the development of common definitions and metrics related to maltreatment across state agencies and other mandated reporters.</li> </ul> Annual goals will be established based on the timetable set forth in the abuse prevention plan.  The Subcabinet adopted the Abuse and Neglect Prevention Plan September 28, 2016	

**Scope:**

**The Abuse and Neglect Prevention Plan Specialty Committee will:**

- Develop a public awareness campaign that includes:
  - Target audience of people with disabilities and their families; state agencies and employees; advocacy organizations; providers; general public
  - Identification of risk factors and associated protective strategies
  - Information on prevalence of violence against people with disabilities as compared to the general population
  - Multiple communication channels such as:
    - Direct mail or other ways to reach people with disabilities and their families)
    - Agency Bulletins or other formal communication tools
    - Newsletters/events
    - Social media
    - Media (newspaper, television, radio, etc.)
  - Key messages that can be customized for the target audience and communication channel
  - Metrics to judge effectiveness of the campaign to determine if we are reaching the targeted audience and whether it changed people's behavior.
  - A cost projection for implementation of the campaign
  - Elements that ensure the campaign will be sustainable over time
- Establish a comprehensive public awareness campaign on the prevention of abuse and neglect to educate people with disabilities and their families. The topics could include education about their rights, how to identify if they are being abused, how to report abuse and how to get help if they are abused. Education could also include risk factors and preventative strategies. This campaign could be done in cooperation with public and private entities.
- Begin discussion with state agencies (Minnesota Departments of Health, Human Services, Education, Corrections, and Public Safety), Minnesota Chiefs of Police Association, Minnesota Sheriffs Association, County Attorney Association and the state court system regarding establishing a multidisciplinary approach to address violence committed against persons with disabilities. The goal is to provide protection, treatment and continuity of care for persons with disabilities who are victims of a crime, to increase awareness of crimes being committed against persons with disabilities, to increase communication and cooperation between law enforcement, professionals, and agencies providing services to people with disabilities and to ensure that crimes committed against people with disabilities are reported promptly, investigated by trained law enforcement personnel and prosecuted.
- Provide recommendations to the Subcabinet for baselines and annual measurable goals and cost projections for key elements of the Plan.

**The OIO and State agencies will:**

- Review existing prevention campaigns currently underway. Consider specifically including messaging on disabilities in those campaigns.
- Examine the Office of Inspector General (OIG) reports from three states to identify lessons learned and determine if risk factors exist in Minnesota's system of reporting, investigating and taking corrective action.
- Review other states' prevention campaigns and prevention models currently underway to determine which ones are effective and could be adopted by Minnesota.

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- Create ongoing channels for gathering input and feedback from people with disabilities and their families, on the topic of abuse and to identify disincentives and barriers to reporting abuse/neglect and plans to remediate. Conduct surveys of other states to find best practices in involving people with disabilities.
- Expand the person centered planning initiatives to include education on rights, how to identify if they are being abused, how to report abuse and how to get help if they are abused. Education could also include risk factors and preventative strategies.
- Examine existing prevention strategies to see which ones could be enhanced by specifically targeting people with disabilities.
- The Olmstead Subcabinet will monitor a work group convened by DHS to address the recommendations of the Governor's Task Force on the Protection of Children regarding consideration of centralizing a statewide child abuse and neglect reporting system in Minnesota. Consideration will include feasibility (recognizing federal requirements for timeliness of reporting) and cost.
- Complete an annual analysis of existing reports of maltreatment from Minnesota Department of Education, Department of Human Services, and the Minnesota Department of Health and the Ombudsman for Mental Health and Developmental Disabilities. The analysis should identify trends of maltreatment that can be targeted for prevention activities such as advisory bulletins.

### **Out of scope:**

During the first year of the Specialty Committee the focus will be on items listed in scope. However, the Specialty Committee will report annual progress to the Subcabinet and may provide recommendations at that time to expand the scope.

### **Implementation Timeframe:**

December 2016 through December 2018

### **Anticipated Outcome / Deliverables:**

Beginning in December 2016, the Specialty Committee will propose the timeline for establishing baselines and measurable goals and key strategies necessary to implement the Plan.

The Specialty Committee will develop a work plan in accordance with the Development and Oversight of Workplans section of the Olmstead Plan (page 111). Progress on the workplans will be monitored by the OIO Compliance Office and provided to the Subcabinet in accordance with the established reporting schedule.

The Specialty Committee will identify the need for resources necessary to implement the elements of the Plan. The Committee will also provide recommendations on feasibility of key strategies.

The Specialty Committee will provide an annual report in December of 2017 to the Subcabinet. The annual report will include:

- summary of progress on the workplans;
- progress on measurable goals;
- identified barriers to full implementation;
- recommendations on implementation; and
- any recommendations to expand the scope of the Plan.

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**Key Measures:**

**Reporting Schedule:**

**Action Plan**

Activity	Responsibility	Due Date

This Specialty Committee is created pursuant to the January 25, 2016 Olmstead Subcabinet Procedures. Conceptual approval by the Olmstead Subcabinet shall serve to establish the committee. The final Charter, including committee membership, is subject to approval by the Chair of the Olmstead Subcabinet. Any material changes to the Charter, including proposed changes in membership, must be approved by the Chair of the Olmstead Subcabinet to be effective. The Chair or the Olmstead Subcabinet may withdraw or amend approval of this Charter at any time. All Charters should be brought back to the Olmstead Subcabinet for review and update at least annually.

**Conceptual Approval of Committee:**

\_\_\_\_\_  
Commissioner Hardy  
Acting Chair, Olmstead Subcabinet

\_\_\_\_\_  
Date

**Final Approval of Charter:**

\_\_\_\_\_  
Commissioner Tingerthal  
Chair, Olmstead Subcabinet

\_\_\_\_\_  
Date